

Burns Harbor Sanitary Board

Minutes of Wednesday, June 15, 2016

A regular meeting of the Burns Harbor Sanitary Board was called to order with the Pledge of Allegiance by President Toni Biancardi at 7:00pm. Present at roll call were Jim Constantine, Wilbur Oudman, and Nathan Tumblin.

Rick Balunda was absent.

Also present were Attorney Clay Patton, Sanitation Superintendent William Arney, Engineer Jeanette Hicks, and Secretary Corinne Peffers.

Members Oudman and Tumblin were sworn in by Attorney Patton immediately preceding the call to order.

Minutes

Oudman moved to approve the minutes of May 18, 2016. Tumblin seconded the motion. Motion carried by all in favor vote.

Correspondence

Refund request from Ulrich and Dolores Welcome

Secretary Peffers explained that Mr. and Mrs. Welcome have been inadvertently sending in two payments a month via their financial institution's automated online bill pay for several years, so they have built up a credit of \$1,059.91. The Welcomes have corrected the payment schedule and requested a refund for \$1,059.91. Secretary Peffers made an account history available to the board for review.

Oudman made a motion to refund the credit on account of \$1,059.91 to Ulrich and Dolores Welcome. Tumblin seconded the motion. Motion carried by all in favor vote.

Sanitary Report

Superintendent Arney reviewed his report and explained the information contained on the report to the new board members. He also explained what locates are and how they are handled. He reported on the storage building progress stating the street department has been helping with the grading and the blueprints and engineer drawings were received today (June 15, 2016.) Groundbreaking is tentatively scheduled for July 18, 2016.

Vice President Constantine asked how we are doing on backup pumps and Arney stated we are in good shape. He does need to do inventory as the add-a-phase spare parts have been depleted. He also asked if Lift Station #2's add-a-phase should be upgraded and Arney stated it doesn't need to be in the near future. There was discussion about previous issues with Lift Station #3 before it was upgraded to phase perfect

Superintendent Arney also stated he is waiting on a quote from Gasvoda for a conversion kit for a generator. Constantine asked about the possibility of putting a generator permanently at Lift Station #3 because there is a gas line already there. Superintendent Arney noted that the electrical voltage at the site may pose a problem and he will check in to it and report back at the next meeting.

Engineer Report

None. Engineer Hicks did discuss her and her firm's role to the new board members.

Old Business

Refund to Jason Quick

The board briefly discussed a refund to Jason Quick which was addressed at the previous meeting, however a formal motion was not made, which was needed to issue the refund. Jason Quick sold his properties at 287, 289, 291, 293 and 293 A Melton Road to KRA Ventures LLC and closed on May 16, 2016. He has paid his May sewer bills and now has a credit balance on his accounts, totaling \$24.48. He included late fees in his payment, however, since the payment came in before the 15th of the month, the late fee was not charged to his account. The consensus of the board was to send Jason Quick a refund on his accounts:

1076 00	287 Melton Road	-\$4.08
1077 00	289 Melton Road	-\$8.16
1078 00	291 Melton Road	-\$4.08
1079 00	293 Melton Road	-\$4.08
1080 00	293 A Melton Road	-\$4.08

Constantine made a motion to refund Jason Quick \$24.48. Oudman seconded the motion. Motion carried by all in favor vote.

Sewer Rate Study

Town ordinance calls for a sewer rate study every 2 years, so we have contacted Umbaugh and Associates to get the process started. Secretary Peffers reported that a representative from Umbaugh will be here on June 30, 2016 to gather necessary data.

New Business

Term Appointments

The board discussed and decided Oudman's term will end December 31, 2018, and Tumblin's term will end December 31, 2016.

Approval of Claims with 4 or more Signatures

Constantine moved to approve claims with four or more signatures. Oudman seconded the motion. Motion carried by all in favor vote.

Spending Review

The report was provided to and reviewed by the board.

Delinquencies

The report was provided to and reviewed by the board.

Flow Report

The board reviewed the report and Superintendent Arney explained the report to the new board members. He noted the town's allotment is 500,000 gallons per day and ArcelorMittal estimates lower than our flow report and we have our own flow meters for accuracy. Also that our sewer system is in decent shape for being 16 years old. Maintenance is ongoing and we use Eagle Services to flush and jet lines quarterly.

Good of the Order of the Community & Any Other Business

The board briefly discussed the town's NSF check policy per town ordinance. President Biancardi and Attorney Patton will look over the ordinance to consider changes.

Announcements

Next Meeting Wednesday, July 20 at 7:00 p.m.

Adjourn

Oudman made a motion to adjourn at 7:50 p.m. Constantine seconded the motion. Motion carried by all in favor vote.

Submitted by: Corinne Peffers, Secretary

APPROVED July 20, 2016

Toni Biancardi, President

Corinne Peffers, Secretary